

1. PURPOSE AND SCOPE OF THIS MEMORANDUM

This memorandum summarizes a site survey performed on July 18, 2008 to evaluate the condition of ADA-mandated accessibility at the Recreation Center in Pembroke Massachusetts. After a description of the site and interior conditions of the building, recommended improvements are provided in Section 7, beginning on page 9.

2. SPECIFIC SITE

The subject property is the Pembroke Recreation Center at 128 Center Street.



3. NAME AND LOCATION OF SITE

- a. The Recreation Center is located on a 34.19 acre Town-owned site (Parcel D9-1), accessed primarily from Center Street to the West. It is adjacent to the Town Hall and Police Station parcels to the North and the Community Center parcel to the West. The Library is located to the South of the Recreation Center, on the same parcel.

4. EXISTING CONDITION OF FACILITY

a. Existing Conditions

- i. Primary uses: The Recreation Center is used for multiple community purposes, including school, camp and athletic programs, child care, food pantry and outreach services, etc. There is extensive public access on an individual, small group and larger group basis.
- ii. Hours of Operation: The Recreation Center is open during typical weekday hours, with frequent evening and weekend use.
- iii. Employee access needs: Assumed to be the same as that of the general public.

b. Nature of site and building development

The Recreation Center is a large, 2-story brick structure with basement, initially constructed as the Pembroke High School in 1934 (South portion) and subsequently expanded to the North. For all buildings on the parcel (The Recreation Center and the Library), the Pembroke Assessor's records indicate a total of 68,618 sq. ft. of floor space, with a current building value of \$5,902,500.

For the purposes of this report we estimate that the Recreation Center contains approximately 46,618 sq. ft. and has a building value of \$3,500,000.

c. Surrounding Town uses:

These include tennis and basketball courts plus Town Hall and Police Station to the North, the Town Field to the West, ball fields to the East and the Community Center and Library to the South, all of which share some degree of common pedestrian and vehicle access, as well as parking.

5. CONDITIONS OF FACILITY ACCESS

a. Approach to parking lot, parking spaces and signage

The Recreation Center is marked by a small free-standing signpost on Center Street. There is little or no other exterior identifying signage. There are paved parking areas at the North, East and South sides of the building, mostly at the East. These areas contain approximately 144 marked spaces, 8 of which are designated as accessible. There are no marked van-accessible spaces. There is no direct sidewalk access from a public way.

The condition of the accessible parking spaces and the accessible routes to building entrances is variable:

South Entrance (original building) (2 spaces)

The spaces are general compliant for slope, access aisle and signage. Pavement in and around the spaces is in fair to poor condition.



A straight run concrete access ramp leads to the building entrance. This ramp is generally in conformance with ADA standards for dimension and slope, but has the following deficiencies:

- Settlement of the adjacent pavement and the ramp itself have resulted in irregular vertical steps at the top and bottom of the ramp, in excess of ½”.
- handrails are provided only at one side of the ramp

North Entrance (original building) (2 spaces)

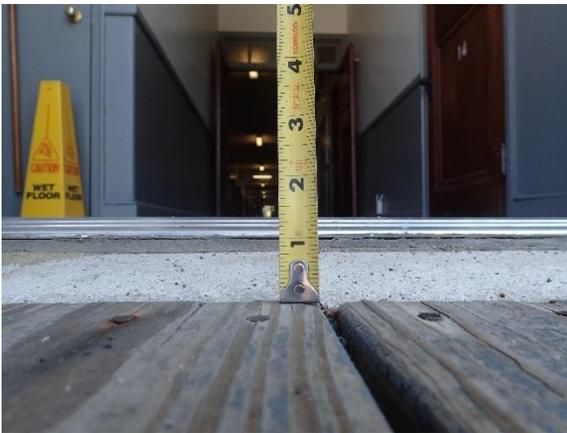
The front-to-back and cross-slope of the spaces exceeds the ADA standard of 1:48 (1.2 degrees). The route to the access ramp also exceeds the allowable slope and crosses asphalt pavement in very poor condition. There is no designated access aisle and the lower space is overlapped by a portion of the adjacent ramp.

A switchback wood access ramp leads to the building entrance. This ramp is generally in



conformance with ADA standards for dimension, slope and railings, but has the following deficiencies:

- gaps between planks exceed ½”
- Top landing approximately 1-1/2” below the building floor
- Deteriorated, irregular concrete at lower section with excessive “step” to wood portion of ramp.



North Parking (1 space)

This space is associated with the tennis and basketball courts and was not evaluated for ADA compliance or access to the Recreation Center building.

East Parking (3 spaces)

These spaces are part of a longer row of angled parking. They do not meet ADA dimensional requirements, lack access aisles and required signage. The route from these spaces to the building entrance was not evaluated.

The building entrance closest to these three spaces is not usable and could not be evaluated. No signage or exterior hardware was noted. The exterior landing did not appear to conform to ADA dimension, slope and surface requirements.



b. Entrance and access to primary uses

i. Doors and Sills:

Main (front) entrance

The main entrance is not accessible. There is an interior ramp which appears to have been built over the original steps, but the ramp is excessively steep and lacks handrails. There is no level landing at either side of the entry door, and the threshold exceeds the allowable height.



South entrance

The South entrance is generally ADA-compliant. It was noted that the double entrance doors are provided with unequal leaves in order to accommodate the required 36" wide door.



North Entrance

The North entrance is not accessible due to the excessive drop (1-1/2") from the threshold to the exterior landing, as noted above. The entry doors also appear to be of equal width and may not meet the required 36" opening for a single leaf. This needs to be verified.



ii. Directional signage to primary uses within building

The interior signage at the Recreation Center is limited and typically does not meet ADA standards. Some permanent rooms and spaces are clearly identified, but the signage is not mounted at consistent heights or locations and lacks the required raised lettering and Braille characters.



iii. Doorways and Door Hardware

Almost without exception, the interior doors and doorways at the Recreation Center do not meet to ADA accessibility standards. This is typically due to one or more of the following conditions:

- Lack of appropriate hardware. Most doors have standard doorknobs, which cannot be operated with a closed fist or without grasping. Lever handles or simple push-pull hardware are required.
- Lack of adequate side clearance at doors. A minimum 18" clearance is required at the latch-pull side of any passage or entry door. In some cases this is the result of furniture placed too close to the door; in other cases the door swing or location is problematic. In addition, where automatic door closers are used, a minimum 12" clearance is also required at the latch *push* side; however, few if any automatic closers were noted at Town Hall other than at the restrooms.
- In many cases the doors opening off the main corridor are set in deep recesses, which do not allow the required latch side clearances.



- Where original double (pair) doors exist, the overall opening size is approximately 5'-4". Each door leaf is approximately 32" wide, below the ADA standard 36".



c. Access to staff and other services

- i. Signage and floor; functionality (height and visibility)

As noted above, the Interior signage at the Recreation Center does not generally meet ADA standards.

d. Restroom facilities

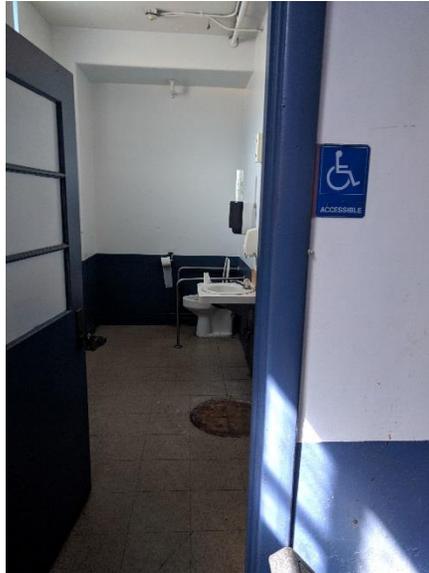
- i. Overall, no ADA-compliant restroom facilities are present at the Recreation Center. There are numerous toilet rooms in varying conditions of disrepair. In some instances efforts have been made to provide some degree of accessibility, but full accommodation is not available.

In most cases, however, the restrooms are large, and can probably be retrofitted to allow full ADA compliance within the available space.

- ii. There is one toilet room designated as accessible. While the room itself is large enough to allow full compliance, the following elements do not meet ADA

standards:

- Door Hardware
- Grab Bars
- Rear wall clearance at toilet
- Lavatory handles
- Lack of closure panel or insulation at water piping under lavatory
- Placement of paper towel dispenser



- e. Emergency communication equipment
- i. The building is equipped with a fire alarm system, and horn/strobe units were noted at several locations. However, a full survey of the coverage of these signaling devices was not conducted, and it should be assumed that significant portions of the building do not have compliant audio-visual signaling coverage.
- f. Issues with access to other specialized services
- i. Accessible circulation within the building and access to individual rooms and spaces is compromised by door hardware and doorway constraints, as discussed above. There is no elevator or chair lift for internal access to the lower level, and no accessible exterior entrance door to that level is available.

The raised Gymnasium stage and backstage areas are also not accessible.



6. BARRIERS THAT LIMIT ACCESS TO EXISTING BUILDING

a. Description of each barrier and nature of limitation

i. Condition of parking and pathway surfacing.

Parking area and accessible routes are in variable condition. In some cases, slopes exceed ADA maximums. Parking spaces and access aisles are not dimensionally consistent. A van-accessible space is not identified.

ii. Ramps and doors

The main (East) entrance door has a non-compliant ramp and threshold and threshold.

The South entrance is generally accessible but requires paving and surfacing corrections.

The North Entrance has a non-compliant ramp and landing, as well as deteriorated paving along its access route.

iii. Signage and service locations

Signage is generally non-compliant, as discussed above.

iv. Restroom facilities

There are no fully accessible restrooms in the building. See above for additional detail.

v. Gymnasium stage and backstage areas

These areas are not accessible, and no equivalent accommodation exists.

7. SHORT TERM SITE IMPROVEMENTS

a. Accessible Parking

i. Regrade and resurface accessible parking at North entrance, in conjunction with corrections to the access ramp and landing. Provide ADA-standard parking spaces and access aisle(s).

ii. Correct paving at base of South entrance ramp to eliminate vertical gap between asphalt and concrete.

iii. Re-stripe and designate at least one van-accessible space and access aisle.

8. LONG TERM SITE IMPROVEMENTS

a. Parking Location

- i. Assess the actual needs for and optimum locations of accessible parking based on projected uses of different areas of the building. For example, there are no current programs or activities using the basement (lower) level, so the three designated parking spaces at the East side parking lot are of little or no benefit.

9. SHORT TERM BUILDING IMPROVEMENTS

a. North Entrance

In conjunction with accessible parking corrections noted above, reconstruct or replace entrance ramp to provide top landing within ½” of the building floor and to eliminate excessive gaps between planks. Verify that one door leaf is 36” wide; replace doors with “unbalanced” set as necessary. Consider adding a power door operator for consistency with other Town buildings.

b. South Entrance

Resurface (grind or overlay) concrete landing and/or ramp to eliminate uneven “step” at top of ramp.

c. Main Entrance

The dimensional limitations of this space do not allow the installation of an ADA-compliant ramp. The current ramp is excessively steep and lacks handrails and a level bottom landing; as such it may pose a safety hazard, particularly for unattended wheelchair users. Consider removing the interior and exterior ramp elements and returning to the original configuration of the entrance.

d. Interior Signage

Provide consistent ADA-standard signage for all accessible doorways, routes and spaces.

e. Door Hardware – priority items

Provide lever-handle hardware at any doors expected to be used by the general public. Ensure single-action release (from the room or exit side) of doors subject to locking (i.e., no separate deadbolts, etc.)

f. Door Clearances – furniture interference

Remove or relocate furniture to allow 18” clear at the latch-pull side of doors, plus 12” clear at the latch *push* side where the door is equipped with a closer.

10. LONG TERM BUILDING IMPROVEMENTS

a. Door Hardware – remaining items

Provide lever-handle hardware at remaining doors. Include tactile warning on backside of handle at doors to hazardous locations

b. Door Clearances and Swings

Reconfigure door openings and/or change door swings to allow 18" clear at the latch-pull side of doors, plus 12" clear at the latch push side where the door is equipped with a closer.

c. Alarm System upgrades

Provide audio-visual signaling at all required areas of the building.